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**MINISTER OF EDUCATION AND SCIENCE OF THE REPUBLIC OF
LITHUANIA**

**ORDER
ON APPROVAL OF DESCRIPTION OF GENERAL REQUIREMENTS FOR THE
PROVISION OF STUDIES**

30 December 2016 No. V-1168
Vilnius

In accordance with Article 53 (2) of the Law on Education of the Republic of Lithuania, I hereby:

1. A p p r o v e the Description of General Requirements for the Provision of Studies (hereinafter referred to as the “Description”) (attached hereto).
2. E s t a b l i s h that:
 - 2.1. the Description shall apply to the new cyclical programmes (except for doctoral studies).
 - 2.2. Higher education institutions shall harmonize the planned study programmes with the requirements of the Description by 1 January 2019.
3. R e p e a l:
 - 3.1. Order No. 1522 of the Minister of Education and Science of the Republic of Lithuania of 29 December 2000 “On the Approval of Descriptions of Sequential Study Forms” with all subsequent amendments and supplements;
 - 3.2. Order No. ISAK-2833 of the Minister of Education and Science of the Republic of Lithuania of 31 December 2009 “On the Approval of General Requirements of Joint Study Programmes” with all subsequent amendments and supplements.
4. This order shall come into force on 1 January 2017.

Minister of Education and Science

Jurgita Petrauskienė

GENERAL REQUIREMENTS FOR THE PROVISION OF STUDIES

CHAPTER I

GENERAL REQUIREMENTS

1. General Requirements for the Provision of Studies (hereinafter referred to as the “General Requirements”) establish the main principles (except for doctoral studies) of organisation of cyclical studies necessary to create appropriate learning environment and ensure quality of studies. The General Requirements were prepared in accordance with the Law on Education of the Republic of Lithuania and the Description of the Lithuanian Qualifications Framework approved by Resolution No. 535 of the Government of the Republic of Lithuania of 4 May 2010 “On the Approval of Description of the Lithuanian Qualifications Framework” taking into consideration the Standards and Guidelines for Quality Assurance in the European Higher Education Area and the European Approach for Quality Assurance of Joint Programmes and the European Credit Transfer and Accumulation System (ECTS) User’s Guide approved during the Ministerial Conference of the European Higher Education Area in Yerevan (Armenia) which was held in 2015.

2. The General Requirements must be complied with by higher education institutions which provide and/or plan to provide cyclical studies, also institutions which evaluate and/or accredit the provided or planned to be provided studies in a certain study field. Catholic studies of the study field of theology are subject to the General Requirements to the extent that any matter of interest is not regulated by the documents of the Holy See.

3. Studies of the first cycle are university level and college level, second-cycle studies and integrated studies can only be of university level. Studies are provided in accordance with the study programmes approved by higher education institutions (hereinafter referred to as the “Programme” or “Programmes”). Programmes can be joint, namely, provided by two or more higher education institutions of the country or higher education institutions of Lithuania and foreign countries which are entitled to provide university level or college level studies of the same cycle. To train specialists required for the national defence, joint programmes may be provided by universities and colleges having harmonised the relevant procedures with the Ministry of National Defence and the Ministry of Education and Science.

4. The Programmes must comply with the requirements of the descriptors of study fields (hereinafter referred to as the “Field”, “Fields”) which are approved by the Minister of Education and Science. If after the completion of the Programme the granted qualification is subject to the requirements set forth in legislation of the Republic of Lithuania or international legal acts, it must comply with such requirements as well.

5. Terms and definitions used in the General Requirements:

5.1. **Academic mobility** shall mean a process related to physical and/or virtual mobility of students and/or teachers during which conditions are provided for students – to gain knowledge, skills and experience, and for teachers – to do traineeship, share professional experience, improve competences and practical skills of teaching.

5.2. **Study module** shall mean a unit with the scope of multiples of study credits which has a common goal and targeted study results.

5.3. **Study results** shall mean a student’s knowledge, understanding, skills and attitude gained as a result of completion of a study module (subject) and/or the entire study programme.

5.4. **Interdisciplinary studies** shall mean studies designed for the accomplishment of study results interconnected by two or more study fields.

CHAPTER II

QUALIFICATION DEGREES

6. Qualification (professional bachelor's, bachelor's, master's) degree may be awarded after the completion of a respective Programme and the accomplishment of study results provided for in the Programme. The completion of a joint programme means that a joint qualification degree shall be awarded. A qualification degree shall be attested by a diploma (in case of a joint programme, it might be a joint diploma) and a diploma supplement. Every qualification degree may grant a qualification, if a higher education institution has the approval of an authority which has the function of regulating qualification under its competence.

7. Qualification degrees may be of the following types:

7.1. qualification degree obtained after completion of a Programme of one study field. The name of the qualification degree corresponds to the name of the Field group to which the Field is attributed. Applicable to the first-cycle, second-cycle and integrated studies (in cases established in the study field descriptors);

7.2. qualification degree obtained after completion of a Programme of two study fields, where study activities and methods are based on the interaction of subject in the interdisciplinary environment in pursuance of new knowledge and skills. The name of the qualification degree shall correspond to the names of the study fields to which both field groups are attributed or be the same – where both study fields belong to the same study field group. Applicable to the first-cycle studies. In case where it is possible to choose a field, options shall be indicated in the Programme description. Field studies must be accredited for the first-cycle studies.

7.3. qualification degree obtained after completion of an interdisciplinary programme, where interconnected knowledge and skills are pursued. A programme may encompass no more than studies of three study fields. The name of the qualification degree shall correspond to the name of the field group to which the main (predominant) study field is attributed. Applicable to the first-cycle and second-cycle studies. In case where it is possible to choose a Field, options shall be indicated in the Programme description.

7.4. *Repealed as of 15-06-2018*

The subparagraph repealed by:

No. [V-570](#), 14-06-2018, promulgated in the Register of Legal Acts on 14-06-2018, ID 2018-09926

7.5. *Repealed as of 15-06-2018*

The subparagraph repealed by:

No. [V-570](#), 14-06-2018, promulgated in the Register of Legal Acts on 14-06-2018, ID 2018-09926

CHAPTER III

PROGRAMME STRUCTURE

8. Programmes must reflect qualitative differences typical of the binary study system and study cycles as established in the Descriptor of Study Cycles approved by Order No. V-1012 of the Minister of Education and Science of the Republic of Lithuania of 16 November 2016 “On the Approval of the Descriptor of Study Cycles” and enable the comparison of qualification degrees awarded in Lithuania and abroad.

9. The scope of a first-cycle programme may be 180, 210 or 240 study credits (hereinafter referred to as the “Credits”) of which:

9.1. no less than 120 credits shall be allocated to accomplish study results of a Field (including internship and preparation of a final thesis); total scope of the planned internship shall be no less than 15 credits – for university level studies, and no less than 30 credits – for college level

studies (in college level studies, internship shall constitute no less than one third of the scope of the Programme); a final thesis (project) or a final thesis (project) with final exams (in cases established in field descriptors) shall be given: no less than 15 credits for university level studies, no less than 9 credits – for college level studies; where studies are interdisciplinary, it is recommended to have one joint final work (project) integrating study results of the relevant study fields;

9.2. no more than 120 credits shall be allocated to studies specified by higher education institutions or optionally chosen by students (in-depth studies of the same study field, modules (subjects) of the same study fields (hereinafter referred to as the “Module”, “Modules”, “Subject”, “Subjects”), minor studies, educational studies, supplementary internship, digital competences, development of other skills of general nature, etc.);

9.3. two-field study programme must comply with the requirements of descriptor of both study fields; optional studies may be given credits, if some of the targeted study results coincide;

9.4. the scope of a programme designed for obtaining a qualification degree and the qualification of a pedagogue (pedagogue training) shall have the following allocation of credits:

9.4.1. studies of the study field which corresponds to the subject(s) and/or pedagogical specialisation shall be allocated no less than 60 credits (where pedagogues of two or more subjects or pedagogical specialisations are trained, their modules shall be allocated up to 180 credits);

Amendments to the subparagraph:

No. [V-570](#), 14-06-2018, promulgated in the Register of Legal Acts on 14-06-2018, ID 2018-09926

9.4.2. to obtain pedagogical qualification, 60 credits shall be allocated, of which 30 credits shall be allocated to the studies of pedagogical field (including a final thesis of no more than 3 credits) and 30 credits – to practical pedagogical training; a final thesis must be related to the final thesis of the study field being studied or shall be integrated into it.

10. The scope of a second-cycle programme may be 90 or 120 credits, except for the programmes designated to obtain the degree of Master of Law (LL.M.) or Master of Business Administration (MBA) the scope of which may be 60 credits. The scope of the programme shall be as follows:

10.1. studies of the study field (fields), during which the study results established in the descriptor of a corresponding study field are accomplished, shall be allocated no less than 60 credits; meanwhile, studies the completion of which awards the degree of Master of Law (LL.M.) or Master of Business Administration (MBA) shall be allocated no less than 45 credits;

10.2. final thesis (project) or final thesis and final exams (where so established in regulations) shall be allocated no less than 30 credits. To obtain the degree of Master of Law (LL.M.) or Master of Business Administration (MBA), no final thesis (project) shall be obligatory. A final thesis of master studies in the field of arts shall be a creative project and a research work related to such project;

10.3. studies specified by university or optional studies chosen by students (in-depth studies of the same study field and/or research work (piece of art work), supplementary internship, modules (subjects) of other study field; minor studies, digital competences, development of other skills of general nature, etc.) shall be allocated no more than 30 credits.

11. The scope of integrated study programmes may be 300 or 360 credits, of them:

11.1. the scope of all internships shall constitute no less than 20 credits, unless otherwise stated in the descriptor of study fields;

11.2. preparation and defence of a final thesis (project) or final thesis (project) and final exams (where regulations establish so) shall be allocated no less than 30 credits of the study field, unless otherwise stated in the descriptor of study fields.

CHAPTER IV

IMPLEMENTATION OF STUDY PROGRAMMES

12. Implementation of a study programme commences when studies of a Field are accredited and the programme is registered in the Register of Study and Training Programmes and Qualifications in accordance with the procedure established by the Minister of Education and Science. Studies may be provided solely in the territory of the municipality in which the registered office or branch of a higher education institution is located. In the event where more than one third of a study programme is implemented in the territory of municipality in which a branch of a higher education institution is located, this must be specified in the Register of Study and Training Programmes and Qualifications. Studies may be provided in the territory of municipality in which a branch of a higher education institution is located only after the approval of the Centre for Quality Assessment in Higher Education is given for the provision of such studies in accordance with the procedure established in the Description of Procedure for External Evaluation and Accreditation of Study Field. The implementation of a joint programme starts when they are validated (legitimised) in the countries of all partner higher education institutions which provide such studies. The implementation of first-cycle programmes, where students are provided with the opportunity to choose their study field in the course of studies, commences when studies of corresponding study fields are accredited for first-cycle.

Amendments to the paragraph:

No. [V-570](#), 14-06-2018, promulgated in the Register of Legal Acts on 14-06-2018, ID 2018-09926

13. Students shall be admitted, in accordance with the procedure established by a higher education institution, on the basis of criteria adopted by a higher education institution which shall be applied by a higher education institution taking into consideration the level of preparation of persons which is necessary for studying in a respective cycle of studies of a corresponding Field (field group). Minimum standards for admission to first-cycle and integrated study programmes shall be no lower than the ones approved by the Minister of Education and Science. Candidates to a joint programme, where at least one of the partner higher education institutions is a foreign higher education institution, must have their level of proficiency in a foreign language (languages), in which studies will be provided, determined.

14. Learning Agreement for Studies, the standard terms and conditions of which were approved by Order No. V-1010 of the Minister of Education and Science of 16 November 2016 “On the Approval of Standard Terms and Conditions of a Learning Agreement for Studies”, shall be signed with every student admitted for the entire period of studies and shall be endorsed accordingly.

15. Higher education institutions may include the results of partial studies of students as well as competences obtained through non-formal education and self-education in the scope of the programme studied. In case of a joint programme, if a partner higher education institution is not a member of the European Higher Education Area, students shall be granted credits for their study results in accordance with the procedure established by partner higher education institutions.

16. Programmes shall be implemented in the form of modules (subjects). Studies of modules (subjects) shall finish with an exam or assessment of a student’s individual work/paper (project) which helps attribute study results of a student to an excellent, typical or threshold level of study achievements (learning outcomes) in accordance with the Procedure for the Assessment of Students’ Learning Achievements approved by a higher education institution and made publicly available.

17. Joint programmes shall be implemented ensuring the integrity of the content of parts of the programme implemented by partner higher education institutions and of study results, the academic mobility of students and teachers as well as partnership-based administration. A considerable part of a joint programme must be implemented on the basis of physical academic

mobility; students' physical mobility is obligatory.

18. Internship is a module (subject) which is intended to help students gain professional experience required for practical work. Internship (traineeship) shall be done on the basis of an internship (traineeship) agreement signed by a higher education institution, a student and a traineeship institution (agency, company, organisation) typical sample form of which was approved by Order No. V-1011 of the Minister of Education and Science of the Republic of Lithuania of 16 November 2016 "On the Approval of a Sample Form of a Student's Internship (Traineeship) Agreement". A traineeship module (subject) may be granted credits for:

18.1. traineeship done on the basis of a bilateral agreement with an employer, if competences gained during the traineeship match with the study results of internship provided for in the Programme;

18.2. achievements of a working student resulting from learning outside the formal education or in a workplace, where their compliance with the study results of internship provided for in the Programme has been assessed and obtained competences have been recognised in accordance with the procedure established by a higher education institution.

19. In terms of intensity, studies may be of two forms – full-time and part-time:

19.1. typically, the scope of one year of full-time studies constitutes 60 credits but shall be no less than 45 credits, and is considered the main form of organisation of studies;

19.2. the scope of one year of part-time studies may constitute less than 45 credits but the total duration of studies shall not be 1.5 times longer than full-time studies.

20. Target study results, the scope of studies in terms of credits and the number of contact hours set forth in the programme shall be at all times the same regardless of the study form. A part-time study programme shall be implemented in accordance with the plan approved for the entire period of studies or in accordance with an individual study plan which shall be drawn up taking into consideration targeted study results, student health and safety requirements approved by a higher education institution, the possibility for students to combine studies and professional and/or any other type of employment.

21. Study timetable, methods of learning and assessment of achievements, number of contact hours and the scope of students' individual work shall be established by higher education institutions in accordance with the descriptors of study fields and the following provisions:

21.1. the number of contact hours (including distance contact hours) of the first-cycle and part of integrated study programme which corresponds to the first-cycle studies shall be no less than 20%, and the scope of learning with direct participation of teachers and students (non-distance contact hours) shall be no less than 10%, the scope of a student's individual learning shall be no less than 30%, unless otherwise stated in the descriptor of study field;

21.2. the number of contact hours of other programmes and the remaining share of integrated study programme (including distance contact hours) shall be no less than 10%, the scope of learning with direct participation of teachers and students (non-distance learning) shall be no less than 5%, and the scope of student's individual learning shall be no less than 50%, unless otherwise stated in the descriptor of study field.

CHAPTER V MANAGEMENT OF STUDIES

22. Higher education institutions must make documents regulating studies and information on the terms and conditions of student admission publicly available, must inform students of the process of studies and of the options of studies as well as provide assistance to students during their studies.

23. Higher education institutions must distribute responsibility for implementation of programmes and adoption of decisions. The functions of management of joint programmes shall be distributed as provided for in a joint programme implementation agreement signed by all partner higher education institutions which shall include the following: name of the programme in the

language (languages) in which the study programme is implemented, the scope of studies, duration, language (languages), study results, quality assurance measures, student admission terms and conditions and the procedure of studies, the provisions on the funding of studies, granting of scholarships and provision of any other support to students, principles of assessment and crediting of student achievements, terms and conditions of academic mobility of students and teachers, administration of studies, granting of a joint qualification degree and issuance of a document (documents) evidencing the qualification of higher education, other responsibilities, liability of partner higher education institutions for the undertaken obligations, term of agreement (expiry), procedure for amendment to agreement and its termination, dispute settlement procedure, other terms and conditions agreed on by the parties.

24. The implementation of programmes shall be based on the supervision of their quality through engagement of internal and external social stakeholders, periodical collection and analysis of reliable data on the quality of studies, evaluation of relevance of programmes in terms of the need for economic, social, cultural development and future development of the country.

25. Information on the processes of quality assurance of studies, study results of assessment and accreditation of study fields, and update of programmes shall be available on the websites of higher education institutions. Information must be explicit, objective, accurate and continuously updated.

26. Higher education institutions must apply measures for students and teachers to help understand, apply/implement and improve:

26.1. student-centred study methods, methods of assessment of study achievements which enable students to take an active role in the process of studies;

26.2. use of study results with the aim to reveal their idea and logics, and causal relations with the didactic system;

26.3. communication and cooperation with students, pupils, employers, other social stakeholders and the general public seeking to attract prospective students, present the variety of studies, targeted study results and obligation to provide conditions for their accomplishment.

CHAPTER VI TEACHERS AND MATERIAL RESOURCES

27. Higher education institutions must ensure:

27.1. the variety of teacher composition involving researchers and practitioners in the implementation of study programmes;

27.2. rational structure of teachers' workload allocating sufficient amount of time for their research and other activities in relation to the fulfilment of their functions in accordance with the procedure established by a higher education institution;

27.3. creative (scientific) study environment, engagement of employers in the process of studies organisation, assistance to students for their studies planning and preparation for professional activities;

27.4. improvement of teachers' professional (subject-focused) competences, encouragement to take part in mobility programmes, traineeships, conferences, student engagement in their scientific and research activities;

27.5. improvement of teachers' educational competences;

27.6. development of teachers' digital competences and of other general skills;

27.7. provision of information to teachers on the criteria of internal and external assessment of studies, methodologies and accreditation procedures, new legislation governing studies.

28. No less than 50% of the first-cycle university level and no less than 10% of the first-cycle of college level subjects of study fields must be taught by scientists/researchers or renowned artists (art subjects). More than half of all teachers of college level study fields must have at least 3 years of practical work experience in the subject of the field being/to be taught. Internship

of college students (practical work, exercises, student traineeship, etc.) may be conducted by a person with at least bachelor or professional bachelor qualification degree.

29. No less than 80% of master studies' teachers must hold a scientific (artistic) degree (be renowned artists). The remaining share of teachers may be practitioners who, in the period of recent 7 years, have gained at least 3 years of experience in professional activities which correspond to the taught applied subjects. No less than 20% of the scope of study field subjects must be taught by teachers occupying the position of a professor.

30. Premises in which studies are provided must comply with the requirements for occupational safety and hygiene. The premises must be of sufficient size, classes/rooms must be installed in a modern manner and be equipped with visualisation equipment; big rooms must have sound equipment/speaker sets. There shall be special premises installed for group work intended for developing communication skills and team work skills in students.

31. Every teacher must be provided with a workplace equipped with an internet connection in accordance with the procedure established by a higher education institution.

32. Should any laboratory equipment and apparatuses be required for implementation of a study programme, their level must be sufficient for a student to learn how to apply modern research methods. Should any extremely expensive or large equipment be required for accomplishment of study results, all effort shall be put to make sure that every student has a chance to use it directly or with the help of service personnel, regardless of the owner of such equipment.

33. Libraries and reading rooms must have sufficient copies of printed and digital scientific literature, textbooks, methodological publications, glossaries and other publications in Lithuanian and foreign languages. Libraries must be equipped with computers, internet connection and access to international databases, printing and copying equipment.

34. Should a study programme have any students with special educational needs, to ensure quality studies, all appropriate conditions shall be provided to enable such students to study by taking into consideration their special educational needs.

Amendments:

1.

Ministry of Education and Science of the Republic of Lithuania, Law

No. [V-570](#), 14-06-2018, promulgated in the Register of Legal Acts on 14-06-2018, ID 2018-09926

On the Amendment to Law No. V-1168 of the Minister of Education and Science of 30 December 2016 "On the Approval of the Description of General Requirements for the Provision of Studies"